

## CM/ECF Upgrade 4.2

### Internet Browsers

Release 4.2 works correctly with Firefox 3.5 and Internet Explorer 7 and 8. Mozilla Firefox 2 and Internet Explorer 6 are no longer supported.

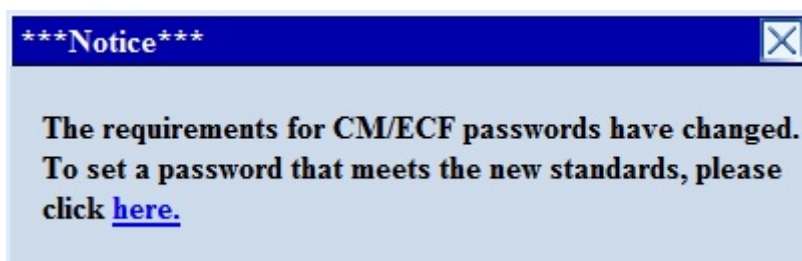
### Password Security

Password security has been improved. All users are required to change their passwords to comply with these new requirements.

All CM/ECF passwords must be a minimum of eight characters, and must include both upper and lower case alphabetic characters and at least one digit or special character. [e.g., 0-9, @, #, \$, %, &, \*, +, :].

After five invalid login attempts, your account is locked out for five minutes. After the lockout period, you may attempt to login again; however, each subsequent invalid entry will result in additional lockout time of one minute per lockout.

The **first time you log** in after the court has upgraded its CM/ECF software to Release 4.2, you will see the following message:



Click the link in the message to change your password to meet the new standards.

If you use any automated software to log into CM/ECF, remember to update the password information used by the software when you change your CM/ECF password.

### Secondary Email Addresses

You will be prompted to enter your primary and secondary email addresses twice; the address is not saved until the fields match. If you wish to have more than one secondary email address you must separate the addresses by commas. In the past you were allowed to enter them on multiple lines but this is no longer permitted.

Primary email address	Primary@email.com	Reenter primary email address	Primary@email.com
Secondary email address	secondary1@email.com, secondary2@email.com	Reenter secondary email address	secondary1@email.com, secondary2@email.com

## Adversary Case Opening

When filing an adversary proceeding, attorneys will no longer be prompted to add themselves as the filer.

The filer of an adversary proceeding will not have the capability to add the defendant's attorney.

## Proof of Claim

The Proof of Claim entry screen text and formatting have been modified to match the Official B10 Claim Form. The claim data entry fields are: Amount Claimed, Secured, and Priority.

The total amount of the claim as of date case filed should be entered in the Amount Claimed field. This should include any secured, priority, unsecured and unknown amounts. If any part of the claim is secured or priority, these amounts should be entered in the respective fields. The total amount of the claim is no longer calculated.

## Tracking Filing Fee Balance

In previous releases, there was no way to track the balance due when a filing fee was paid in installments. Now, for pending cases opened after the upgrade to 4.2, the outstanding filing fee balance is tracked in CM/ECF.

A new "Filing Fee" selection is available from the main Query output screen. For bankruptcy cases, this option displays a screen listing the filing fee amount, details on any payments that have been made, and the outstanding balance due.

Filing Fee Query				
Original filing fee: \$ 299.00				
The fee status is paying in installments.				
Date	Doc	Summary Text	Receipt number	Fee
10/28/2011	1	Voluntary Petition (Chapter 7, Credit Card )		\$ 299.00
				Balance Due \$ 299.00

## Internet Payments Due

Previously, when an internet payment was made, all the fees that were incurred up to the time of payment had to be paid at once. Now, you may choose to pay some or all of the fees in a given transaction.

On the "Internet Payments Due" screen, all outstanding fees are displayed, along with a check box for each fee. To select the fees to pay, the user should check the boxes next to the desired fees, then click the Next button.

The following screen displays a summary of the selected fees, along with a Pay Now button. Clicking this button opens a panel to allow payment.

**Internet Payments Due**

Check Fees to Pay	Date Incurred	Description	Amount
<input type="checkbox"/>	2011-10-28 08:07:24	Voluntary Petition (Chapter 7, Credit Card )(11-40494) [misc,volp7cc] ( 299.00)	\$ 299.00
<input type="checkbox"/>	2011-10-28 08:12:20	Amended Creditor Matrix (Fee)(11-40494) [misc,amdcml] ( 26.00)	\$ 26.00

## Noticing

The BNC Certificate of Notice now includes all entities selected as form recipients and all recipients who received a "Notice of Electronic Filing" through CM/ECF, along with the date of electronic notification and the entity's name and email address.

## Query

When a name search is made, additional information is now displayed on the results page to allow a user to select the correct case.

For each name result, a row of information is displayed for each case in which that person is involved, as shown below:

Select a Case						
There were 8 matching persons.						
There were 8 matching cases.						
Name	Case No.	Case Title	Chapter / Lead BK case	Date Filed	Party Role	Date Closed
Broken Arrow Electric Supply, Inc. (cr) (1 case)	<a href="#">10-21686</a>	Stoneridge Electric, Inc.	7	05/18/10	Creditor	N / A
Broken Bridge Ranch Ent. (pty) (1 case)	<a href="#">98-13729</a>	Andrew John Maki and Jeanne Renee Maki	7	08/28/98	Debtor	01/25/99

## Cases Report

An option to filter the report by attorney name or Bar ID now appears on the selection screen. When a name is entered, a list of matching attorney names is displayed, of which you may select one or more.

**Cases Report**

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

Office

Kansas City

Topeka

Case Type

ap

bk

Chapter

7

9

Trustee

Avey, Rachel E.

Avey, Rachel E.

Attorney

Last name

First name

Bar ID

Date Type

Filed date

From

10/27/2011

to

10/27/2011

☒ Open cases

☐ Closed cases

☐ Party information

☐ Pro se cases only

Sort by

Filed Date

Output Format

☒ Formatted Display

☐ Data Only

Run Report

Clear